



CITY OF DOVER

DOVER BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY – MINUTES

Meeting Type: Regular Meeting
Meeting Location: Second Floor Conference Room, City Hall
288 Central Avenue, Dover, NH 03820
Meeting Date: **Thursday, October 7, 2010**
Meeting Time: **4:30 PM**

Members Present: Tim Dargan (Chair), Marc Weinstein, Robert Paolini, Phil Rinaldi, Matthew Sylvia, Jack Mettee, Peter Hamblett

Ex Officio Members: Dan Barufaldi; Economic Development Director, Scott Myers; Mayor,

Members Not Present: Mike Joyal; (City Manager), Steve Wyrsh

Others Present: Lisa Ertle (Recording Secretary)

The meeting was called to order and a quorum was present.

Marc Weinstein arrived at the meeting at 4:40.

1. Review and approval of the September 3, 2010 special Board meeting Minutes.

Motion: P.Rinaldi made the motion to approve the minutes. P.Hamblett seconded. Vote: UA

2. Motion to enter non-public session pursuant to RSA 91-A for the purpose of the acquisition, sale, or lease of real or personal property.

Motion: J.Mettee made the motion to enter non-public session. P.Rinaldi seconded. Roll call Vote: UA.

3. Return to public session. Vote to seal the non-public session minutes because failure to do so would render the proposed action(s) ineffective. Two-thirds majority needed to pass.

Motion: J.Mettee made the motion to seal the minutes and return to public session. R.Paolini seconded. Vote: UA.

4. Old Business:

- **Ambassador Program**

D.Barufaldi noted the Program is moving forward with 12 -15 volunteers. An orientation breakfast will be held for the ambassadors on November 5, 2010, once a location has been selected, DIBIDA members will be notified. These ambassadors who are people are enthusiastic about the City, who travel outside of Dover on business and will meet with potential relocation candidates to discuss the City.

- **Education Group Activity (Limited DBIDA time resources)**

The Education Group has met with the school administrators of all the educational institutions in the area, both public and private. The purpose of the group is to develop statistics and materials showcasing Dover's allure as a community that values education.

Discussion ensued regarding the groups outreach opportunities and activities.

- **DoverTech Status Report**



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D.Barufaldi noted he has completed a series of meetings with universities and organizations in Maine in support of DoverTech, as it becomes more of a regional event. He stated he has spoken with Karen Hersey, Interim Director of Research Commercialization at UNH, who is enthusiastic and supportive of DoverTech. As the event nears, smaller events will be held to attract participants and generate the necessary critical mass for the main event.

5. New Business:

- RFP's for Downtown Infill Projects: Surveys, Test Borings, Geo-Technical Analysis
D.Barufaldi discussed the status of the RFP's. The goal is to document information that a developer might need in reviewing the parcels should the City Council go out to bid to develop them. Discussion regarding the content and criteria used in the RFP ensued.
- TIF
D.Barufaldi noted on October 13, 2010 the City Council will be considering enabling legislation for Tax Incremental Financing (TIF). This legislation does not identify the TIF areas, but offers DIBIDA one more tool to use in attracting and retaining business to the City. He asked for DIBDA Board members support at the City Council meeting.

The Board discussed a resolution supporting the TIF as well as attendance at the City Council meeting. S.Myers briefed the Members on comments shared at the public hearing held recently by the City Council.

Motion: P.Hamblett motioned for DIBIDA to pass a resolution to support the legislation. P.Rinaldi seconded. Vote: UA.

- Land, Sea and Space Museum Proposal
D.Barufaldi discussed background on the museum to the Board. The museum is interested in land at Maglaras Park, which could take advantage of the UNH boathouse for hands-on exhibits and laboratories, as well as adjacent conservation trails. D.Barufaldi noted this opportunity will bring additional tourism and overnight visitors, as the museum predicts 300,000-500,000 visitors per year. The City Manager has asked that the museum board put its intended plans in a letter to him for the City to review. Discussion ensued regarding the history of the project and relationships it might have with abutting conservation land.
- DBIDA Development Land Acquisition for future
D.Barufaldi noted it has become evident that as Enterprise Park fills up, the City might need to explore additional sites for business park development. He stated Enterprise Park was a successful project, and when the economy rises there will be a need for another park. He suggested that the



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Board consider sites that are at least 50 acres, and have access to utilities and transportation networks. Board members should bring suggestions for potential sites to the next meeting.

6. Manager's Report Economic Development Section: September, 2010.

D.Barufaldi briefed the board on the monthly report he submitted to the City Manager.

7. Monthly Financial Report

D.Barufaldi briefed the board on the submitted monthly financial report to the members; noting that there are no anomalies.

Motion: R.Paolini motioned to approve the financial report. M.Weinstein seconded. T.Dargan and D.Barufaldi discussed the encumbrance figures, which the Board has approved in the past for funding with the Downtown Infill Project. Vote: Unanimous Approval.

8. ADJOURN: Motion: M.Weinstein made the motion to adjourn. P.Rinaldi seconded. Vote: UA.